

QUESTIONNAIRE FOR FILING PROPOSED RULES WITH
THE ARKANSAS LEGISLATIVE COUNCIL AND JOINT INTERIM COMMITTEE

DEPARTMENT/AGENCY Arkansas department of Education
DIVISION Information and Technology
DIVISION DIRECTOR James Boardman
CONTACT PERSON James Boardman
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INSTRUCTIONS

- A. Please make copies of this form for future use.
- B. Please answer each question completely using layman terms. You may use additional sheets, if necessary.
- C. If you have a method of indexing your rules, please give the proposed citation after "Short Title of this Rule" below.
- D. Submit two (2) copies of this questionnaire & financial impact statement attached to the front of two (2) copies of your proposed rule and required documents. Mail or deliver to:

Donna K. Davis
Subcommittee on Administrative Rules and Regulations
Arkansas Legislative Council
Bureau of Legislative Research
Room 315, State Capitol
Little Rock, AR 72201

- 1. What is the short title of this rule?
Rules Governing State Reporting of Dropout and Graduation Rate.
- 2. What is the subject of the proposed rule?
To establish guidelines for determining and reporting dropout and graduation rates for in-state reporting purposes.
- 3. Is this rule required to comply with federal statute or regulations? Yes _____ No X _____
If yes, please provide the federal regulation and/or statute citation.
- 4. Was this rule filed under the emergency provisions of the Administrative Procedures Act?
Yes _____ No X _____
If yes, what is the effective date of the emergency rule?

When does the emergency rule expire?

Will this emergency rule be promulgated under the permanent provisions of the Administrative Procedure Act? Yes _____ No _____

5. Is this a new rule? Yes ☒ No ☐ If yes, please provide a brief summary explaining the regulation.

Does this repeal an existing rule? Yes ☐ No ☒ If yes, a copy of the repealed rule is to be included with your completed questionnaire. If it is being replaced with a new rule, please provide a summary of the rule giving an explanation of what the rule does.

Is this an amendment to an existing rule? Yes ☐ No ☒ If yes, please attach a markup showing the changes in the existing rule and a summary of the substantive changes. **NOTE: The summary should explain what the amendment does, and the mark-up copy should be clearly labeled "mark-up."**

6. Cite the state law grants the authority for this proposed rule. If codified, please give Arkansas Code citation.
Arkansas Code Ann. § 6-11-105 and Act 104 of the 84th General Assembly Second Extraordinary Session

7. What is the purpose of this proposed rule? Why is it necessary?
The purpose of the law is to standardize and establish the process for reporting state dropout and graduation rates. It is necessary because these rates are used in the state accountability system.

8. Will a public hearing be held on this proposed rule? Yes ☒ No ☐
If yes, please complete the following:

Date: May 12, 2004
Time: 9:00-10:00
Place: Arkansas Department of Education

9. When does the public comment period expire for permanent promulgation? (Must provide a date.)
May 13, 2004
10. What is the proposed effective date of this proposed rule? (Must provide a date.)
July 1, 2004
11. Do you expect this rule to be controversial? Yes ☐ No ☒
If yes, please explain.

12. Please give the names of persons, groups, or organizations that you expect to comment on these rules. Please provide their position (for or against) if known.

Arkansas Association of Educational Administrators (Unknown)

SUMMARY

The purpose of the law is to standardize and establish the process for reporting state dropout and graduation rates. It is necessary because these rates are used in the state accountability system.

FINANCIAL IMPACT STATEMENT

DEPARTMENT Arkansas Department of Education
DIVISION Information and Technology
PERSON COMPLETING THIS STATEMENT James Boardman
TELEPHONE NO. 371-5014 FAX NO. 371-5010 EMAIL jboardman@arkedu.k12.ar.us
To comply with Act 1104 of 1995, please complete the following Financial Impact Statement and file two copies with the questionnaire and proposed rules.

SHORT TITLE OF THIS RULE

Rules Governing State Reporting of Dropout and Graduation Rates

1. Does this proposed, amended, or repealed rule or regulation have a financial impact? Yes _____ No X _____
2. If you believe that the development of a financial impact statement is so speculative as to be cost prohibited, please explain.
3. If the purpose of this rule or regulation is to implement a federal rule or regulation, please give the incremental cost for implementing the regulation. Please indicate if the cost provided is the cost of the program.

Current Fiscal Year

General Revenue _____
Federal Funds _____
Cash Funds _____
Special Revenue _____
Other (Identify) _____

Total _____

Next Fiscal Year

General Revenue _____
Federal Funds _____
Cash Funds _____
Special Revenue _____
Other (Identify) _____

Total _____

4. What is the total estimated cost by fiscal year to any party subject to the proposed, amended, or repealed rule or regulation? Identify the party subject to the proposed regulation and explain how they are affected.

Current Fiscal Year

\$ _____

Next Fiscal Year

\$ _____

5. What is the total estimated cost by fiscal year to the agency to implement this regulation?

Current Fiscal Year

\$ _____

Next Fiscal Year

\$ _____

DEPARTMENT OF EDUCATION
FISCAL IMPACT STATEMENT OF PROPOSED REGULATION
(In compliance with Acts 884 and 1253 of 1995)

Regulation Title:

Rules Governing State Reporting of Dropout and Graduation Rates

Summary Description of Regulatory Proposal:

To establish guidelines for determining and reporting dropout and graduation rates for in-state reporting purposes.

Cite Statutory Authority for this Regulatory Proposal:

**Arkansas Code Ann. § 6-11-105 and Act 104 of the 84th General Assembly
Second Extraordinary Session**

I. Fiscal Impact on the Department: (include whether impacts are non-recurring or recurring)

- A. Resources Required - Personnel, equipment, office space. **None**
- B. Time Required for Implementation. **No Change from present situation**
- C. Procedural Changes. **None**
- D. Other.

II. Fiscal Impact on Local School District or Others? (Include whether impacts are non-recurring or recurring)

- A. Resources Required - Personnel, equipment, office space. **None**
- B. Time Required for Implementation. **No change from present requirements**
- C. Procedural Changes. **None**
- D. Other.

III. Additional Comments.

This rule places in rule form current procedures and reporting requirements as required by Act 104 of the 84th General Assembly Second Extraordinary Session

Prepared by: (Name) James Boardman

(Title) Assistant Director for Information and Technology

(Date) April 9, 2004

**ARKANSAS DEPARTMENT OF EDUCATION
PROPOSED RULES GOVERNING STATE REPORTED DROPOUT
AND GRADUATION RATES**

1.00 REGULATORY AUTHORITY

1.01 These rules shall be known as Arkansas Department of Education Rules governing state reporting of dropout and graduation rates.

1.02 These rules are enacted pursuant to the State Board of Education's authority under Arkansas Code Ann. § 6-11-105 and Act 104 of the 84th General Assembly Second Extraordinary Session.

2.00 PURPOSE

2.01 It is the purpose of these rules to establish guidelines for determining and reporting dropout and graduation rates for in-state reporting purposes.

3.00 DEFINITIONS

For the purpose of these rules:

3.01 "Census" is the student count reported to the Arkansas Department of Education through the Arkansas Public School Computer Network as the October 1 student enrollment.

3.02 "Transferring out of the school" means that the school has evidence/documentation that the student has enrolled in another public, private, or home school.

4.00 PROCESS FOR DETERMINING DROPOUTS

Beginning with the 2004-2005 school year, the following process will be used by each school to determine the number of dropouts:

4.01 On or before October 1 of each school year, a public school shall conduct a census of all students enrolled at the school to arrive at a school enrollment census total for each grade.

4.02 The number of students transferring into the school after the October 1 census but prior to October 1 of the following school year shall be added to the October 1 census total for each grade.

4.03 The number of students transferring out of the school after the October 1 census but prior to October 1 of the following school year shall be subtracted from the October 1 census total for each grade.

4.04 The number of students incarcerated, deceased, or graduating early will be subtracted from the October 1 school enrollment census total for each grade.

4.05 Each school shall maintain separate records regarding students who, after October 1 of each school year, leave the public school system to be home-schooled under Arkansas Code § 6-15-503.

5.00 DETERMINING THE DROPOUT RATE

Beginning with the 2004-2005 school year, the school enrollment census total, as calculated and adjusted under section 4.00 shall be used to determine the dropout rate for each school as follows:

5.01 For grades kindergarten through eleven (K-11), the school enrollment census total for each grade of the current school year is compared to the school enrollment census total for each of the previous grades of the previous school year

5.02 For grade twelve (12), the current school year school enrollment census total for grade twelve (12) is compared to the school enrollment census total for grade eleven (11) of the previous year.

5.02.1 An example of the calculation used to determine the dropout rate for grades 9 through 12 is as follows:

5.02.1 (a) If the number of dropouts for grade nine was 1 and the Oct 1 enrollment was 56.
The 9th grade dropout rate is $1/56 = .0179$ or 1.79%

5.02.1 (b) If the number of dropouts for grade 10 was 2 and the Oct 1 enrollment was 60.
The 10th grade dropout rate is $2/60 = .0333$ or 3.33%

5.02.1 (c) If the number of dropouts grade 11 was 4 and that the Oct 1, enrollment was 54
The 11th grade dropout rate is $4/54 = .0741$ or 7.41%

5.02.1 (d) If the number of dropouts for grade 12 was 3 and that the Oct 1, enrollment was 57.
The 12th grade dropout rate is $3/57 = .0526$ or 5.26%

6.00 DETERMINING THE GRADUATION OR COMPLETION RATE

6.01 The graduation rates, as defined by the Department of Education, shall be tracked for students in grades nine through twelve (9-12) in accordance with these rules and in accordance with Arkansas Code 6-19-214 .

6.02 The graduation rate indicates the percentage of students enrolled during Grade 9 through 12, and completing Grade 12. The graduation rate is used

to track the progress of the same cohort of students as they enter the ninth grade and graduate four years later. The data elements for this calculation are accumulated over a four-year period.

6.02.1 An example of the calculation to determine the graduation rate using the sample dropout calculation rate in Section 5 is as follows:

6.02.1(a) Step 1: Calculate the completion rate for grades 9, 10, 11, and 12 for the students in the graduating class by subtracting the dropout rate of each grade from 1.

Grade 09: $(1 - .0179) = .9821$

Grade 10: $(1 - .0333) = .9667$

Grade 11: $(1 - .0741) = .9259$

Grade 12: $(1 - .0526) = .9474$

6.02.1(b) Step 2: Multiply all four completion rates together.

$(.9821)(.9667)(.9259)(.9474) = .8328$

6.02.1(c) Step 3: Multiply the results in Step 2 by 100 to indicate the percentage.

$(.8328)(100) = 83.28$ or an 83.3% graduation rate.